

**DPS VIRTUAL WORKSHOPS!**

To register for DPS virtual workshop, sign-up at [chicago.gov/dpsevents](http://chicago.gov/dpsevents). To request an accommodation, contact DPS Public Affairs at [dps.accommodations@cityofchicago.org](mailto:dps.accommodations@cityofchicago.org).

**ePROCUREMENT 101****December 1 | 2 – 3 PM**

eProcurement applies digital technology to the acquisition of goods and services. It will allow DPS to collaborate with City Departments to create solicitations and contracts online, greatly reducing the time it takes to complete procurements. Come watch a demonstration and learn about iSupplier registration, how vendors will submit bids and proposals online, and how to view contracts and payments.

**HOW TO BECOME CERTIFIED****December 7 | 2 – 3 PM**

DPS is the certifying agency for the following certifications: Minority-Owned Business Enterprise (MBE), Women-Owned Business Enterprise (WBE), Veteran-Owned Business (VBE), Business Enterprise for People with Disabilities (BEPD), Disadvantaged Business Enterprise (DBE) and Airport Concessions Disadvantaged Business Enterprise (ACDBE). This workshop will provide detailed information on who is qualified to be a Chicago-Certified firm. Learn out what documents are needed when submitting an application and how to avoid the most common mistakes in the certification process. Subject matter experts will be on-hand to answer all your questions about common certification topics.

**PROCUREMENT FUNDAMENTALS: DOING BUSINESS WITH THE CITY****December 8 | 2 – 3 PM**

Do you have questions about how to become a successful bidder on City contracting opportunities? Unsure where to begin? This informational workshop highlights the role and responsibility of DPS in the City's purchasing process. Come learn about different procurement methods and the laws which govern the procurement process. Once completed, you will better understand what it takes before you start the bidding process and your responsibilities after you have won a contract with the City of Chicago.

Interested in more workshops? Reference all workshops, as well as information about our programs, from the DPS events and outreach page [www.chicago.gov/dpsevents](http://www.chicago.gov/dpsevents). Download all workshop PowerPoint files and stay up-to-date with DPS.